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ABSTRACT

This document is intended to assist adult educators in helping their students develop the confidence and test-taking skills required to overcome test anxiety. Section 1 contains the following items: an instrument designed to help students privately assess their standing on the anxiety scale; a play which explores flashing back to earlier negative experiences; an activity to help students identify their barriers to concentration; and a personal account of conquering test anxiety. Sections 2-4 consist of strategies, tips, activities, and practice tests focusing on the following topics: (1) strategies for learning test information (strategies for learning information, developing mnemonic devices, improving learning skills); (2) general test-taking strategies (basic test vocabulary, following test instructions, strategies for pacing during a test, general tips for taking tests); and (3) understanding types of tests (multiple-choice tests, true/false tests, essay tests). Section 5 presents an instrument allowing learners to reassess their level of test anxiety and a cumulative test on the topic of test writing. Sections 1-5 include a total of 30 handouts. A list of 19 additional resources concludes the document. The document also includes a computer diskette containing an independent study guide that covers the subject of conquering test anxiety in a tutorial learning style. (MN)

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